ANGLAIS

WELCOME

BIENVENUE, BIENVINI, MIRË SE VINI, MARHABA, KARIBU, WELKOM, DOBRODOŠLI, BIENVENIDO, UDVOZLOM, VELKOMMIN, BENVENUTO, TONGA SOA, BEM-VINDO, SWAGATA, WILLKOMMEN, NAL-VARRAVU, BOYEI BOLAMU, VITAJTE, YÔKOSO, Добро пожаловать, أهلاًوسهلاً,...

TO THE CANTON OF VAUD

INTRODUCTION

[1] The State welcomes all foreigners.
[2] The State and the communes encourage their integration in conditions of mutual respect for identities and the values that underpin the rule of law.

Article 68 of the Constitution of the Canton of Vaud, 14 April 2003

The proportion of foreigners in the Canton of Vaud is one of the highest in Switzerland (29.5% of the population). More than 175 different nationalities are represented.

The integration of foreigners and the prevention of racism pose a major political and social challenge for the future. Vaud owes its diverse population to the many different countries of origin of the people, the range of languages spoken, the migratory paths followed and the number of religious persuasions. Such diversity represents both a source of wealth and a challenge.

Integration concerns the entire population, Swiss and foreign, which is covered by two basic principles in the Constitution: **mutual respect for identities and respect for the rule of law.**

Le chef du Département de l'intérieur
(Head of the Interior Department)

Philippe Leuba
Conseiller d'Etat
(Member of the Council of State)

WELCOME TO THE CANTON OF VAUD

This booklet is intended for anyone who has recently arrived in the Canton. It contains useful information and addresses in the areas of health, education, employment, accommodation and many others.

All the information contained in this booklet is available on the web site of the Bureau cantonal pour l'intégration des étrangers et la prevention du racisme (BCI) (Cantonal Office for the Integration of Foreigners and Prevention of Racism) **www.vd.ch/integration**, under '**Vivre dans le canton de Vaud**' ('**Living in the Canton of Vaud**').

The web site also provides information in different languages.

We hope this booklet may prove useful and we extend a warm welcome to all newcomers to the Canton.

Magaly Hanselmann
Déléguée cantonale à l'intégration
des étrangers et la prévention du racisme
(Cantonal representative responsible for the integration of foreigners and prevention of racism)

Bureau cantonal pour l'intégration des étrangers et la prévention du racisme (BCI)
Département de l'intérieur
Service de la Population
Av. de Beaulieu 19
1014 Lausanne
Tel. 021 316 49 59 – Fax 021 316 99 83
info.integration@vd.ch – www.vd.ch/integration

The information in this booklet is regularly updated. The Bureau cantonal pour l'intégration des étrangers et la prévention du racisme (BCI) welcomes requests for updating, corrections and suggestions in order to improve the information for new arrivals.

CONTENTS

Map of the Canton of Vaud 6

Useful contacts for advice and information 7

Residence permits
Residence permits 15
Working in Switzerland 15
Family reunification 16
Early C permit 16

Learning French
Courses offered by associations 17
Courses in private schools 32
Standard of French certificate 32
Foreign language and culture courses 33

Interpretation 33

Social insurance 34

Health
Health insurance 35
Accident insurance 35
Finding a doctor 36
Pregnancy and having a baby 37
Family planning 41
Help and care in the home 42
Domestic violence 43

Children
Day care and nurseries 44

Education and training
Compulsory education 44
Professional training 45
Recognition of diplomas 46

Employment 47

Housing
Finding accommodation 49
Sorting waste 51

Financial matters
Taxes 52
Opening a bank or post office account 53
Sending money abroad 53
Debt 54

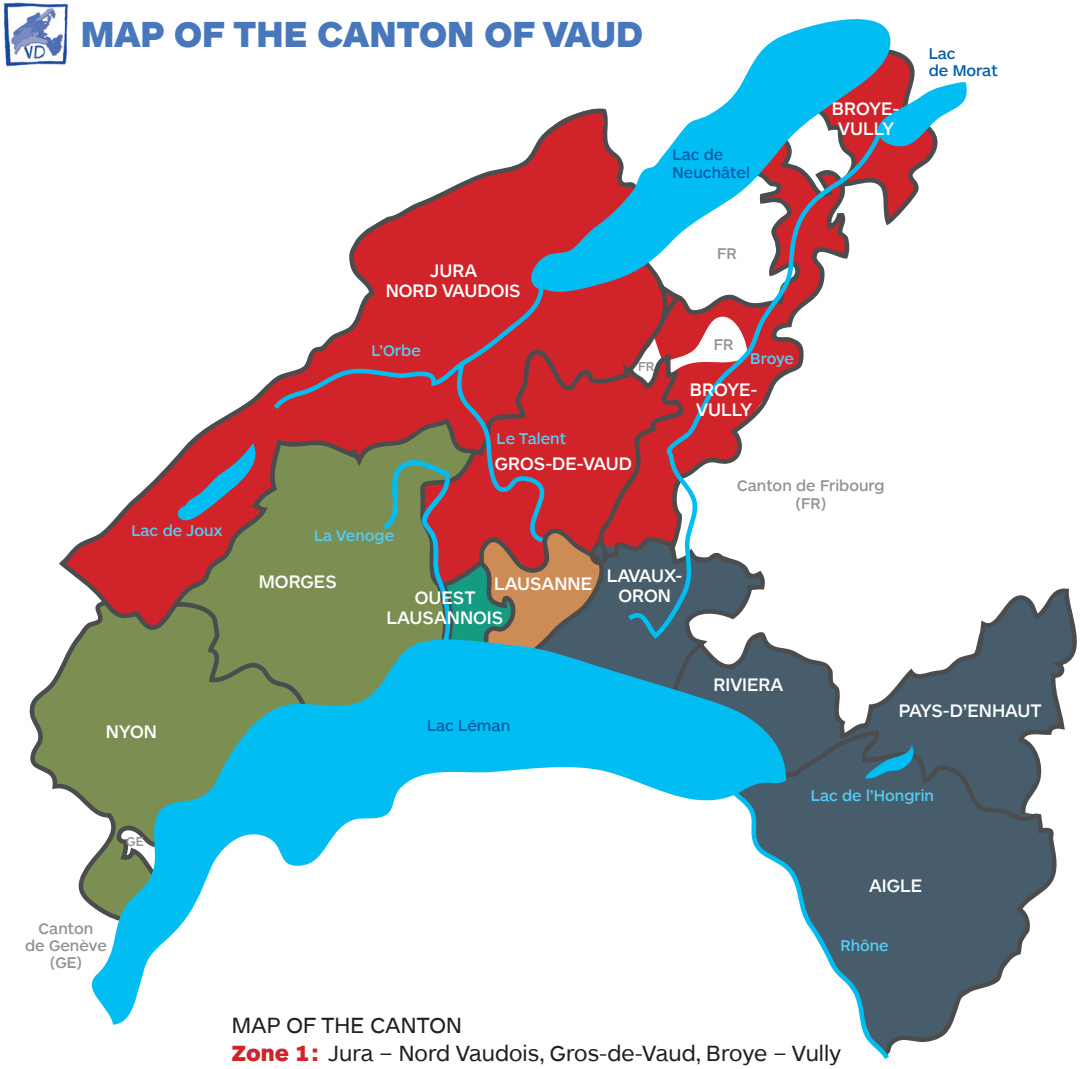
Admnistrative formalities
Driver's licence 55
Change of status 55

Citizenship
Voting rights and eligibility 55
Becoming a Swiss national 56

Libraries 58

Emergency telephone numbers 59

MAP OF THE CANTON OF VAUD



MAP OF THE CANTON
Zone 1: Jura – Nord Vaudois, Gros-de-Vaud, Broye – Vully
Zone 2: Nyon, Morges
Zone 3: Ouest lausannois
Zone 4: Lavaux – Oron, Riviera – Pays d'Enhaut, Aigle
Zone 5: Lausanne

The information contained in this booklet is available on the web site of the Bureau cantonal pour l'intégration des étrangers et la prévention du racisme (BCI) www.vd.ch/integration, under 'Vivre dans le canton de Vaud'.

USEFUL CONTACTS FOR ADVICE AND INFORMATION

1. BUREAU CANTONAL POUR L'INTÉGRATION DES ÉTRANGERS ET LA PRÉVENTION DU RACISME (BCI)

Mme Magaly Hanselmann
Cantonal representative responsible for the integration of foreigners and prevention of racism
Département de l'intérieur, Service de la population
Av. de Beaulieu 19, 1014 Lausanne
Tel. 021 316 49 59 – Fax 021 316 99 83
info.integration@vd.ch – www.vd.ch/integration

The main purpose of the Bureau cantonal pour l'intégration des étrangers et la prévention du racisme (BCI) (Cantonal Office for the Integration of Foreigners and Prevention of Racism) is to actively foster good relations between Swiss and foreign citizens on the basis of commonly held values, as laid down in the Constitution, mutual respect and tolerance.

As the canton's centre of competence in the field of integration (centre de compétence en matière d'intégration), the BCI has prime responsibility in the Canton for matters relating to integration and offers advice and guidance to individuals. As the main point of contact with the Confederation in such matters, the Office runs relevant programmes and manages federal funding for integration.

The BCI has focal points throughout the Canton who are able to provide advice and information on local integration activities and measures being taken to combat racism:

ZONE 1

Jura – Nord Vaudois, Gros-de-Vaud, Broye – Vully
Mme Fanny Spichiger
Rue du Collège 4, 1400 Yverdon-les-Bains
Tel. 024 426 18 22, mobile 079 321 91 47
fanny.spichiger@vd.ch
Monday, Tuesday, Wednesday and Thursday

ZONE 2

Nyon, Morges
M. Migjen Kajtazi
Rte de l'Etraz 20b, bureau 112, 1260 Nyon
Tel. 022 365 61 92, mobile 076 574 75 23
migjen.kajtazi@vd.ch
Monday and Friday

ZONE 3

Ouest lausannois

M. Migjen Kajtazi
Rue de l'Avenir 6, rez-de-chaussée, 1020 Renens
Tel. 021 635 19 62, mobile 076 574 75 23
migjen.kajtazi@vd.ch
Tuesday

ZONE 4

Lavaux – Oron, Riviera – Pays d'Enhaut, Aigle

Mme Tania Allenbach-Stevanato
Centre social régional de Bex
Av. de la Gare 14 (3e étage), 1880 Bex
Tel. 024 557 27 27, mobile 079 600 67 31
tania.allenbach@vd.ch
Tuesday and Wednesday

2. BUREAU LAUSANNOIS POUR L'INTÉGRATION DES IMMIGRÉS (BLI) (LAUSANNE OFFICE FOR THE INTEGRATION OF IMMIGRANTS)

Mme Gabriela Amarelle
Déléguée à l'intégration (Integration representative)
Bureau lausannois pour l'intégration des immigrés – BLI
Place de la Riponne 10 – CP 5032, 1002 Lausanne
Tel. 021 315 72 45 – Fax 021 315 70 20
bli@lausanne.ch – www.lausanne.ch/bli

The Bureau lausannois pour l'intégration des immigrés (BLI) deals with all matters relating to integration in the city of Lausanne. Its staff are equipped to advise Lausanne residents on matters relating to getting settled and integration:

ZONE 5

Lausanne

M. Mathias Schaer
Tel. 021 315 72 48 – Fax 021 315 70 20
mathias.schaer@lausanne.ch

M. Pierre-Antoine Schorderet
Tel. 021 315 72 45 – Fax 021 315 70 20
pierre-antoine.schorderet@lausanne.ch

3. COMMUNAL REPRESENTATIVES RESPONSIBLE FOR INTEGRATION

Renens

Mme Marta Pinto
Déléguée à l'intégration
Service de la Sécurité sociale – Pôle de l'intégration
Rue de l'Avenir 6, CP 141, 1020 Renens
Tel. 021 632 77 95 – Fax 021 632 77 96
marta.pinto@renens.ch – www.renens.ch

Vevey

M. Christophe Gerber
Adjoint au chef de service et délégué à l'intégration
Direction des affaires sociales et familiales
Rue du Simplon 48, 1800 Vevey
Tel. 021 925 53 11 – Fax 021 925 53 15
christophe.gerber@vevey.ch

Yverdon-les-Bains

Mme Katja Blanc
Déléguée à l'intégration
Service des affaires sociales
Rue des Pêcheurs 8A, 1401 Yverdon-les-Bains
Tel. 024 423 69 44 – Fax 024 423 69 03
kbl@ylb.ch

4. LA CHAMBRE CANTONALE CONSULTATIVE DES IMMIGRÉS (CCCI) (CANTONAL ADVISORY COUNCIL ON IMMIGRATION)

The Chambre cantonale consultative des immigrés was established in 1998. Its members, many of whom are of foreign extraction and play an active role in the local community, are appointed by the Council of State.
The CCCI ensures that the Canton's law on the integration of foreigners and prevention of racism of 23 January 2007 is rigorously applied. It keeps the Government informed on such matters and advises it on proposed major changes to the relevant laws and regulations.

CCCI Secretariat

Bureau cantonal pour l'intégration des étrangers
Av. de Beaulieu 19, 1014 Lausanne
Tel. 021 316 49 59
www.vd.ch/integration

5. JOINT SWISS–FOREIGNER COMMUNAL COMMITTEES

A number of these committees have been established in different towns under the auspices of the BCI. They organize events and disseminate information and provide a forum for dialogue and the exchange of views for Swiss and foreign citizens and the authorities.

ZONE 1

Moudon
Groupe Suisses-Etrangers de Moudon et région
Hôtel de Ville, Case postale 43, 1510 Moudon
President: M. Manuel de Lima
Contact: M. Claude Vauthey, Municipal Secretary
Tel. 021 905 88 88
greffe@moudon.ch – www.suetmo.ch

Orbe-Chavornay
Commission intercommunale d'intégration Suisses-Etrangers et de prévention du racisme Orbe-Chavornay
p.a. Contrôle des habitants, rue de la Poste 3, CP 32, 1350 Orbe
Secretary: M. Luc Pasquier, Head of the Population Office
Tel. 024 442 92 20
population@orbe.ch – www.orbe.ch/integration

Payerne
Groupe Suisses-Etrangers de Payerne et Environs
p.a. M. François Schmidt, Les Sorbiers 5, 1530 Payerne
Tel.026 668 25 42 (9:00 to 11:30, Monday to Friday)
groupesfm@gmail.com – www.gsepe.ch

Yverdon-les-Bains
Commission Consultative Suisses-Immigrés
CSR
Rue des Pêcheurs 8A, 1401 Yverdon-les-Bains
President: Mme Nathalie Saugy, Municipal Councillor
Tel. 024 423 69 00
nsa@ylb.ch – www.ccsi-yverdon.org

ZONE 2

Morges
Commission consultative Suisses – Etrangers
Pl. de l'Hôtel-de-Ville, Case postale 272, 1110 Morges 1
President: M. Yves Paccaud, Municipal Councillor
Tel. 021 804 96 70
urbanisme@morges.ch – www.morges.ch/ccse

Gland
Commission intégration
Grand-Rue 38, 1196 Gland
President: Mme Florence Golaz, Municipal Councillor
Secretary: M. Laurent Sumi
Tel. 022 354 04 60
f.golaz@gland.ch – l.sumi@gland.ch

Nyon
Commission d'intégration Suisses-Etrangers
p.a. Service des affaires sociales, rue des Marchandises 17, 1260 Nyon
Secretary: M. Michel Piguet, Head, Social Affairs Service
Tel. 022 363 84 74
affaires.sociales@nyon.ch – www.nyon.ch

Rolle
Commission d'intégration Suisses – Etrangers
Mme Françoise Tecon-Hebeisen, Municipal Councillor
Grand-Rue 44, CP 156, 1180 Rolle
municipalite@rolle.ch

ZONE 3

Bussigny-près-Lausanne
Commission consultative Suisses-Etrangers
Pl. de l'Hôtel-de-Ville 1, Case Postale 96,
1030 Bussigny-près-Lausanne
President: M. Michel Wehrli, mayor
Tel. 021 706 11 20 – Fax 021 706 11 39
greffe@bussigny.ch – www.bussigny.ch

Chavannes-près-Renens
Commission consultative Suisses – Etrangers
Av. de la Gare 46, Case postale 68, 1022 Chavannes-près-Renens
Tel. 021 633 33 10
greffe@chavannes.ch – www.chavannes.ch

Ecublens
Commission d'intégration et d'échange «Suisses-Etrangers»
President: M. Eric Levrat, Municipal Councillor
p.a. Greffe Municipal, Ch. de la Colline 5, 1024 Ecublens
Tel. 021 695 33 10 – Fax 021 695 33 11
commission.suisses_etrangers@ecublens.ch
www.ecublens.ch

Prilly
Commission consultative Suisses-Etrangers
Route de Cossonay 40, 1008 Prilly
President: Mme Isabelle Aparicio
Tel. mobile 078 618 45 01 – Fax 021 622 72 45
isabelle.aparicio@span.ch – www.prilly.ch

Renens
Commission Intégration Suisses – Etrangers – CISE
Service de la Sécurité sociale
Rue de Lausanne 25, Case postale 141, 1020 Renens
President: M. Jean-Pierre Rouyet, Municipal Councillor
Tel. 021 632 77 95 – Fax 021 632 77 96
cise@renens.ch – www.renens.ch

ZONE 4

Bex
Commission Consultative Multiculturelle de Bex
p.a. Greffe municipal – Rue Centrale 1, 1880 Bex
President: M. Alain Michel, Municipal Councillor
Tel. 024 463 10 05
ccmb@barmaconsult.ch – www.bex.ch

Montreux
Commission consultative d'intégration
President: M. Pierre Salvi, mayor
Commune de Montreux
Grand'Rue 73, Case postale 2000,1820 Montreux
Tel. 021 962 77 74 – Fax 021 962 77 89
commune@comx.org

Vevey
Commission des activités interculturelles
Hôtel de Ville, Rue du Lac 2, 1800 Vevey 2
President: M. Girardin, Municipal Councillor
Tel. 021 925 53 03
dasf@vevey.ch – www.vevey.ch

Villeneuve
Commission d'intégration
President: M. Reynold Mottier
p.a Mme Corinne Ingold – Av. des Châtaigniers 8, 1844 Villeneuve
Tel. 021 960 27 10 – mobile 079 631 41 28

ZONE 5

Lausanne

Commission tripartite pour l'intégration des immigrés
c/o Bureau lausannois pour l'intégration des immigrés
Place de la Riponne 10, CP 5032, 1002 Lausanne
President: M. Jean-Christophe Bourquin
Tel. 021 315 72 45 – Fax 021 315 70 20
bli@lausanne.ch – www.lausanne.ch/bli

Forum des Etrangères et Etrangers de Lausanne - FEEL
Rue du Grand-Pont 18, Case postale 6210, 1002 Lausanne
President: M. Tidiane Diouwara
Tel. 021 312 84 40 – mobile 079 709 90 77
info@forumetrangers.ch – www.forumetrangers.ch

6. ASSOCIATIONS

The Canton of Vaud has set up associations that bring together immigrants and/or people working in the field of integration. Many of them offer help and advice.

Contact details for these associations can be found:

- on the web site www.vd.ch/integration, under 'Vivre dans le canton de Vaud/ besoin d'un conseil, d'un renseignement' ('Living in Vaud/help and advice')
- in the booklet 'Contacts pour l'intégration des personnes immigrées' ('Who to contact regarding the integration of immigrants')
- from BCI focal points (see page 7)

RESIDENCE PERMITS

Anyone wishing to remain in Switzerland for longer than three months must have a residence permit.

1. RESIDENCE PERMITS

Further information on residence permits can be obtained from the residents' registration office in the commune where you live. Contact details are available on the web site www.vd.ch, and from:

Service de la population (Population Service)
Av. de Beaulieu 19, 1014 Lausanne
Tel. 021 316 46 46
info.population@vd.ch (general questions)
info.etrangers@vd.ch (precise questions)

You can also visit one of the following:
www.vd.ch/fr/themes/vie-privee/etrangers/entree-et-sejour
www.ch.ch, under 'your life' then 'residence permits', then 'limited and permanent residence'
www.odm.admin.ch, under 'topics', then 'residence' or 'labour/ work permits'

2. WORKING IN SWITZERLAND

Switzerland operates a dual immigration policy. Nationals from European Union and European Free Trade Association (UE/EFTA) countries benefit from full freedom of movement under the agreement in force between Switzerland and the European Union.
In addition, a limited number of well qualified workers from so-called Third States is admitted.

For all questions regarding work permits in the Canton of Vaud, please contact:

Service de l'emploi (Employment Service)
Rue Caroline 11, 1014 Lausanne
Tel. 021 316 61 04 – Fax 021 316 60 36
info.sde@vd.ch – www.emploi.vd.ch

3. FAMILY REUNIFICATION

If you would like members of your family to live in Switzerland, you should contact the residents' registration office in the commune where you live, or consult the web site www.vd.ch/fr/themes/vie-privee/etrangers/integration-et-prevention-du-racisme/vivre-dans-le-canton/informations-pratiques, under 'Autorisations de séjour' ('Residence permits').

4. EARLY C PERMIT, PERMIS C ANTICIPÉ (Art 34, para. 4, LEtr)

Nationals from Third States holding a B permit (annual residence permit) who have integrated well into Swiss society may obtain a C permit (permanent residence permit) after a regular and uninterrupted stay in Switzerland of five instead of 10 years. To do so:

A. they must have abided by the law and values laid down in the Federal Constitution;

B. they must have acquired a working knowledge of the language of their place of domicile at least equivalent to level A2 of the Common European Framework of Reference for Languages, published by the Council of Europe. (Information on formally certifying one's language level can be found at the end of the section entitled 'Learning French'). Knowledge of another national language may be taken into account where appropriate; and

C. they must have shown a willingness to work and to undertake training.

LEARNING FRENCH

Learning the local language is the key to integration. Professional and daily life are both made easier in terms of dealing with administrative matters, finding a job and helping children with their studies.

For that reason, you are encouraged to attend French courses, which are provided in the Canton by a number of associations and private schools.

1. COURSES OFFERED BY ASSOCIATIONS

Most French courses provided by the associations are State subsidized and are intended for people with limited resources. Some of the courses are partly funded by the commune where they are held. Due to the limited amount of space available, it is not possible to provide information on the sources of funding of individual courses here.
For people receiving professional integration training (RI, LACI), the classes are funded by the Centres Sociaux Régionaux (CSR) (Regional Social Centres) and the Offices Régionaux de Placement (ORP) (Regional Employment Offices) in accordance with the conditions specified by the Bureau cantonal pour l'intégration des étrangers (Cantonal Office for the Integration of Foreigners) and the associations.

An up-to-date list of classes is available on the website www.vd.ch/integration

ZONE 1

Brassus (Le)

Lire et Ecrire
Classes for people able to speak French, but who have problems reading and writing.
Price: CHF 50 per month (special terms available for people with limited resources)
Information: Tel. 024 425 32 22
Classes: Tuesday 18:00 to 20:00; Wednesday 18:00 to 20:00

Moudon

Français en Jeu
Classes free for non-French speaking adults level A1 to B1, in Moudon and Lucens
Semi-intensive class in Lucens (2x3 hrs per week), beginner level
Registration fee: CHF 10
Contribution for course materials: CHF 20
Information and registration: Monday from 17:00 to 19:00 or by appointment
Rue Mauborget 6, 1510 Moudon,
Tel. 021 905 44 64, fej.moudon@bluewin.ch, www.francaisenjeu.ch

Orbe

Caritas Vaud
Sports Centre music room, 1350 Orbe – Tel. 079 289 10 88
Information and registration: Monday 16:30 to 18:30, registration compulsory
No charge, materials: CHF 25 per term
Levels: 5 courses, beginners, advanced beginner and intermediate

Lire et Ecrire
Classes for people able to speak French, but who have problems reading and writing
Price: CHF 50 per month (special terms available for people with limited resources)
Information: Rue du Collège 4, 1400 Yverdon-les-Bains, Tel. 024 425 32 22
Classes: Tuesday 19:00 to 21:00

Payerne

Groupe de soutien aux familles de migrants, Payerne et environs
c/o M. François Schmidt, Les Sorbiers 5, 1530 Payerne
groupegsfm@gmail.com, www.gsepe.ch/40-cours.htm
Tel. 026 668 25 42, 9:00 and 11:30 Monday to Friday
French courses for adults: beginner and advanced
Timetable: Tuesday 18:30 to 19:45; Thursday 18:30 to 19:45; Saturday 10:30 to 11:45
Place: Collège de la Nouvelle Promenade, room 111, 1530 Payerne.
Annual fee: CHF 40 to CHF 120 depending on resources
From 2010 classes begin four times a year

Yverdon-les-Bains

Caritas Vaud
Rue du Collège 4, 1400 Yverdon-les-Bains – Tel. 079 614 19 21
Information and registration: Tuesday 14:00 to 17:00
Registration compulsory. No charge, materials: CHF 25 per term.
Levels: reading and writing, beginner, advanced beginner and intermediate

Lire et Ecrire
Rue du Collège 4, 1400 Yverdon-les-Bains – Tel. 024 425 32 22
Classes for people able to speak French, but have problems reading and writing
Price: CHF 50 per month for elementary courses and CHF 100 per month for semi-intensive courses (special terms available for people with limited resources)
Elementary course: Monday 18:15 to 20:15; Tuesday 9:00 to 11:00 and 18:00 to 20:00; Wednesday 18:30 to 20:30 and 18:45 to 20:45; Thursday 18:30 to 20:30
Semi-intensive course: Monday 14:00 to 16:00; Thursday 14:00 to 16:00

OSEO-Vaud
Ex(ae)quo; French conversation class for adult foreigners based on knowledge of Switzerland and the Canton of Vaud
Small groups; levels: advanced beginner/intermediate
Duration: 4 months/4hrs per week; Monday and Thursday 18:00 to 20:00
Cost: registration fee CHF 60 plus learning materials CHF 40
Place: Avenue des Sports 26-28, 1400 Yverdon-les-Bains
Information and registration: Tel. 024 426 19 93, wania.hude@oseo-vd.ch, www.oseo-vd.ch

Thaïs and Friends
c/o Mme Nisa Dessimoz, Le Pré-Vuillemin 18, 1400 Cheseaux-Noréaz
Tel. 024 420 32 30 – nisa@dessimoz.org, www.thaisandfriends.populus.ch
Level: beginner
Place: Collège de la Place d'Armes, 1400 Yverdon-les-Bains
Timetable: Thursday and Friday 16:45 to 18:45
Registration: contact Mme Dessimoz
Cost: CHF 2.50 per hour
The unique feature of the class is that the teachers come originally from Thailand and hold diplomas from Swiss universities in modern French.

VERSO
Quai de la Thièle 3, 1400 Yverdon-les-Bains,
Tel. 024 420 10 45

French comprehension and speaking workshop
Level: beginner, small groups
Duration: 1 month/4hrs weekly
Timetable: Monday and Wednesday from 9:00 to 11:00
Cost: CHF 100

French course; level: intermediate, small groups
Duration: 3 months/4hrs weekly
Timetable: Monday and Wednesday from 13:30 to 15:30
Cost: CHF 300

Assistance in letter writing
Monday, Tuesday and Friday from 9:00 to 11:30
Cost: from CHF 6
www.verso-yverdon.ch

ZONE 2

Gland

Caritas Vaud
Complexe communal de Montoly, ch. de Montoly 1, 1196 Gland
Tel. 079 621 43 93
Information and registration: Tuesday 16:00 to 18:00
Registration compulsory
Classes free; materials: CHF 25 per term
Levels: 6 courses, beginner, advanced beginner and intermediate

Morges

Français en Jeu
Classes free for non-French speaking adults levels A1 to B1
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information: Tel. 021 801 71 68 Saturday from 9am to 11am,
Registration: Tuesday 16:00 to 18:30 except during school holidays
Portakabin, in the courtyard of the Collège Chanel, Av. Chanel 51, 1110 Morges

Lire et Ecrire
Tel. 022 366 34 04 – lacote@lire-et-ecrire.ch
Refresher course in reading and writing and course for adults with good spoken French but who have difficulty reading and writing
Information and registration: by telephone (Tuesday, Thursday and Friday from 9:00 to 11:00 or answering machine)
Cost: CHF 50 per month (special terms available for people with limited resources)
Place: Avenue des Pâquis 24-26, 1110 Morges

OSEO-Vaud
Ex(ae)quo; French conversation classes for adult foreigners: communicating in every-day situations (beginners); discussion to promote an understanding of Switzerland and the Canton of Vaud (advanced beginner/intermediate)
Beginner: four months, 2 x 1.30hrs per week
Advanced beginner/intermediate: four months, 2x2hrs per week
Hours according to level: afternoons and early evenings
Place: Avenue des Pâquis 24-26, 1110 Morges
Cost: registration fee CHF 60 plus learning materials CHF 40
Information and registration: Tel. 021 804 71 99,
karinne.maury@oseo-vd.ch, www.oseo-vd.ch

Nyon

Caritas Vaud
Centre Esp'Asse, route de l'Etraz 20B, 1260 Nyon
Tel. 022 365 61 21 and 079 621 43 93
Information and registration: Monday 15:00 to 18:00
Registration compulsory
Classes free, materials: CHF 25 per term
Levels: 10 courses, reading and writing, beginner, advanced beginner and intermediate

Lire et Ecrire
L'Esp'Asse, Rte de l'Etraz 20, 1260 Nyon
Tel. 022 366 34 04 – lacote@lire-et-ecrire.ch
Refresher course in reading and writing and course for adults with good spoken French but who have difficulty reading and writing
Information and registration: by telephone (Tuesday, Thursday and Friday 9:00 to 11:00 or answering machine)
Cost: CHF 50 per month (special terms available for people with limited resources)
Place: Rte de l'Etraz 20, 1260 Nyon

Rolle

Lire et Ecrire
Esp'Asse, Rte de l'Etraz 20, 1260 Nyon
Tel. 022 366 34 04 – lacote@lire-et-ecrire.ch
Refresher course in reading and writing and course for adults with good spoken French but who have difficulty reading and writing
Information and registration: by telephone (Tuesday, Thursday and Friday 9:00 to 11:00 or answering machine)
Cost: CHF 50 per month (special terms available for people with limited resources)
Place: Collège du Martinet, 1180 Rolle

ZONE 3

Bussigny

Solidarité Femmes Bussigny
pa Chantal Dind, Ch. du Grand record 10, 1030 Bussigny
Mondays from 13:30 to 15:00, au Raisin, rue de Lausanne 3, 1030 Bussigny
Information on beginners' level: Mireille Michaud, Tel. 021 701 33 81
Ivonne Gubser, Tel. 021 701 37 88, Marie-Claire Vust, Tel. 021 701 22 64
Information on intermediate level: Danièle Pinatel, Tel. 021 701 13 01.

Français en Jeu
Classes free for non-French speaking adults
Monday from 19:00 to 21:00 (intermediate)
Tuesday from 19:00 to 21:00 (beginner)
Place: au Raisin, Rue de Lausanne 3, 1030 Bussigny
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information: Français en Jeu Renens– Ouest Lausannois
Tel. 021 635 19 62 Monday 14:00 to 17:00, fejrs@bluewin.ch

Chavannes

Français en Jeu
Classes free for non-French speaking adults
Registration fee: CHF10
A contribution of CHF 20 for course materials may be requested
Information: Français en Jeu Renens – Ouest Lausannois,
Tel. 021 635 19 Monday 14:00 to 17:00, fejrs@bluewin.ch

Ecublens

EVAM
Av. d'Epenex 8, 1024 Ecublens – Tel. 021 637 23 50 – Fax 021 671 58 60
Contact: M. Modoux, M. Reymond
Classes: elementary, beginner and basic literacy levels
Place: non-intensive course (7hrs per week) EVAM Centres in Ste-Croix, Crissier and Bex; intensive course (28hrs per week) in Ecublens
The courses are conducted over three terms
Registration: all year round in the orientation suite (cellule d'orientation), Rue du Bugnon 42, 1020 Renens
Cost: free, loyalty contract with CHF 500 fine for dropping out of the intensive course without good reason.
Public: supported by EVAM, N, F permit holders (occasionally B permit holders sent by CSIR)

Français en Jeu
Classes free for non-French speaking adults
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information: Français en Jeu Renens – Ouest Lausannois,
Tel. 021 635 19 62; Monday 14:00 to 17:00 – fejrs@bluewin.ch

Prilly

Français en Jeu
Classes free for non-French speaking adults
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information: Français en Jeu Renens – Ouest Lausannois,
Tel. 021 635 19 62; Monday 14:00 to 17:00 – fejrs@bluewin.ch

Lire et Ecrire
Lausanne Region section (Section Lausanne Région),
Ch. Du Bois de la Fontaine 15, 1007 Lausanne
Tel. 021 624 98 02
Office: Prilly
Registration by phone: Monday 10:00 to 12:00 and 14:00 to 16:00 and Wednesday 10:00 to 12:00, lausanne.region@lire-et-ecrire.ch
Contact: Mme Maria-Rosaria Spano
Course for adults who cannot read and write living within the Lausanne area
The Lausanne Region section encompasses all the communities within the Lausanne area: Prilly, Ecublens, Renens, etc.

Quartiers Solidaires Prilly-Nord
French courses for non-French speaking adults, priority given to the parents of pupils attending school in North Prilly
Contact and registration: M. Joaquin Salazar, Tel. 079 598 87 15, joaquin.salazar@vd.pro-senectute.ch
Course location: Ecole Primaire de Mont-Goulin, Ch. Sous-Mont 8, 1008 Prilly.
Timetable: Wednesday from 13:00 to 15:00 and Saturday from 10:00 to 12:00
Price: Registration, loyalty contract and material: 20 Fr. per person.
Children welcome by prior request.

Renens

Armée du salut (Salvation Army)
Rue du Simplon 10, 1002 Renens – Tel. 021 634 33 97
Levels: complete beginner and intermediate
Classes Monday 19:15 to 20:45
Cost: CHF 30

Français en Jeu
Classes free for non-French speaking adults levels A1 to B1, possibly B2
Semi-intensive course (2x3 hrs per week), beginner level
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information and registration: Français en Jeu Renens – Ouest Lausannois,
Monday 14:00 to 17:00 and first Thursday of month 17:30 to 19:00
Tel. 021 635 19 62 – fejrs@bluewin.ch

Association Franc-Parler
Rue de l'Avenir 5, 3rd floor, 1020 Renens – Tel. and fax 021 634 69 63
francparler_renens@yahoo.fr
Contact: Mme Doris Goolaub et Mme Maria Pedrosa
Levels: beginner, intermediate, advanced, reading and writing
Registration: as above Monday to Friday 19:00 to 21.00
Cost: CHF 20 per month

ZONE 4

Aigle

L'Appart «1741»
Service communautaire de La Planchette
Ch. de la Planchette 16, 7th floor, 1860 Aigle
Tel. 024 466 76 00 – mobile 079 699 11 94; fax 024 466 76 00
sp@planchette.ch, www.planchette.ch
Contact: M. Serge Paccaud
Information, advice and registration: Monday and Tuesday 14:00 to 17:00
'Welcome' space: Monday and Thursday 14:00 to 16:00
French classes: Monday to Thursday afternoon and evening depending on level
Cost: CHF 70 for 3 months minimum, enrolment for each term
Children welcome by arrangement
Workshop, services: Tuesday 14:00 to 18:00 (letters, CVs, support)

Bex

Commission consultative multiculturelle de Bex (CCMB)
Non-intensive French courses: Primary school building, Pré-de-la-Cible 3, 1880 Bex (former school refectory)
Contact: Mme Nicole Chesaux, coordinator – Tel. 079 686 61 10
famille.chesaux@yahoo.fr
Registration: any time. Forms available from the residents' registration office and on the website www.bex.ch, subject 'Vivre à Bex', under the heading 'Intégration'
Forms should be returned to Municipal Clerk, Rue Centrale 1, 1880 Bex
Levels: beginner, advanced beginner and advanced
Timetable (subject to change) depending on level: Tuesday, Wednesday and Thursday 19:00 to 21:00; Wednesday and Thursday 9:00 to 11:00
Nursery (Halte-garderie le Mille-pattes) available on Thursday morning (prior registration with coordinator essential)
Cost: CHF 80 per semester (14x2hr courses), materials included.

Pays d'Enhaut (Château-d'Oex, Rougemont et Rossinière)

Intégration & Cours de français au Pays-d'Enhaut
(Integration and French courses in Pays d'Enhaut)
Organizer: Mme Laura Barbey-Ritossa and M. Charles-André Pfister
Registration and orientation in January and June; also possible at other times by telephoning 078 755 27 08
Levels: beginner, advanced beginner, written French
Cost: CHF 60 per semester (17 courses) plus CHF 40 for course materials
Target groups: non-French speaking adults residing in the Pays-d'Enhaut region
Aim: to acquire/improve language skills and encourage dialogue
Information on courses: Tel. 078 755 27 08 or laura.barbey@bluewin.ch

Tour-de-Peilz (La)

Français en Jeu
French classes free for non-French speaking adults: levels A1 to B1
Semi-intensive course (2x3 hrs per week), beginner level
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Information and registration: Collège Charlemagne, Rue des Remparts, 1814 La Tour-de-Peilz, Monday 17:30 to 19:00
Tél 021 977 03 51, fenj.riviera@bluewin.ch

Lire et Ecrire
Collège Charlemagne, 1814 La Tour-de-Peilz – Tel. 021 922 46 10
Contact: Mme Valia Della Valle
Refresher course in reading and writing and course for adults with good spoken French but who have difficulty reading and writing
Place: Grand-Rue 50, 1814 La Tour-de-Peilz
Registration: as above Monday 17:00 to 19:00 or by telephone
Cost: CHF 50 per month (special terms available for people with limited resources)

Vevey

Appartenances – Espace Femmes Riviera
Rue des Communaux 2A, 1800 Vevey – Tel. 021 922 45 22 – Fax 021 922 44 88
espace-femmes@appartenances.ch
Classes: reading and writing, beginner, intermediate, advanced
Registration: at the Espace Femmes, Tuesday and Thursday 9:00 to 12:00
Cost: CHF 12 per month
Children welcome

Français en Jeu (sponsored by the local authority in Vevey)
Semi-intensive courses for female immigrants
3 x 2 hrs per week.
Registration fee: CHF 10
A contribution of CHF 20 for course materials may be requested
Place: Rue du Midi 15, Vevey.
Information and registration: Collège Charlemagne, Rue des Remparts, 1814 La Tour-de-Peilz, Monday 17:30 to 19:00
Tél 021 977 03 51, fenj.riviera@bluewin.ch

Villars / Ollon

Cours de français
Elementary French courses for adults, mornings or evenings, from 19:00 to 20:30, once a week
Levels: beginner, advanced beginner and intermediate
Nursery during morning class available on request
Registration with the coordinator: Mme Laurence Dériaz – Rue du Carroz 40, 1867 Ollon – Tel. 024 499 13 00 – alaind@bluewin.ch
Place: Collège d'En-Bas, Villars
Cost: CHF 70 for 12 x 90 minute classes
2 sessions annually in spring and in autumn

Villeneuve

Commission d'intégration de Villeneuve (CIV)
Non-intensive French courses
Place: Pavillon des écoles enfantines, Collège de la Tour-Rouge, Rte de la Tour-Rouge, 1844 Villeneuve
Contact and registration: Mme Corinne Ingold, Coordinator
Tel. 021 960 27 10 or 079 631 41 28, corinneingold@hotmail.com
Levels: beginner and advanced beginner
Timetable (subject to change): two classes Monday 18:30 to 20:30 and one course Tuesday 13:30 to 15:30pm
Children welcome on Tuesday afternoons (nursery le Mille-Pattes), BY PRIOR ARRANGEMENT
Cost: CHF 50 per term (12 x 2hr courses)

ZONE 5

Lausanne

Appartenances – Centre Femmes
Terreaux 10, 1003 Lausanne – Tel. 021 351 28 80
Fax 021 351 28 81, centre.femmes@appartenances.ch
Classes: beginner (3 times a week), advanced beginner (twice a week), conversation (twice a week)
Registration: at reception, Monday and Wednesday 14:00 to 17:00; Tuesday 9:00 to 12:00 and 14:00 to 17:00; Thursday 9:00 to 12:00
Children welcome
Cost: CHF 10 on registration

Appartenances – Espace Mozaïk
Rue Côtes-de-Montbenon 15, 1003 Lausanne
Tel. 021 320 01 31, espace.mozaik@appartenances.ch
Introduction to French (beginners), Wednesdays and Thursdays 18:00 to 19:30;
Improving communication skills (intermediate), Mondays and Tuesdays 18:00 to 19:30;
Literacy workshop, Thursday 18:00 to 19:30; conversation workshop, Tuesday 18:00 to 19:30; introduction to computing, Tuesday 14:00 to 16:30
Private lessons tailored to suit individual needs also available
Registration: afternoons 14:00 to 18:00
Cost: CHF 10 payable when registering

Armée du Salut (Salvation Army)
Rue de la Louve 10, 1003 Lausanne – Tel. 021 312 73 52
Levels: complete beginner and intermediate
Registration: 16 February and 24 August 18:00 to 19:15
Classes on Monday at 19:15
Cost: CHF 30

Bourse à travail - BAT
Rue Curtat 6, 1006 Lausanne – Tel. 021 323 77 15
Contact: Mme Véra Cicéron, Tel. 079 290 29 26, 17:00 to 19:00
Levels: beginner 1 and 2, intermediate and advanced
Registration: interview with teacher
Cost: CHF 10 per term
Children welcome at all levels

Communauté Sant'Egidio
Ch. de la Tour-Grise 26 (Montelly), in the cafeteria
Eglises-Réfugiés, 1005 Lausanne
Contact: Mme Marie Bornand, tel. 021 653 25 79 or 078 641 08 33
Registration: before class at 14:45
Classes are held on Monday 15:00 to 17:00 and are free.
Levels: beginner, advanced beginner and intermediate

French course for Albanian speaking women
No charge, friendly atmosphere.
Information and registration: Mme Lucile Prod'hom, Tel. 021 647 05 36
Place: Salle de la Frat', Place Arlaud 2, 1003 Lausanne
Timetable: Thursdays 9:15 to 11:00; October 2009 to June 2010

Culture Chine
Rue de l'Industrie 13, 1005 Lausanne
Tel. 021 653 81 21 – Fax 021 653 81 22
contact@culturechine.ch, www.culturechine.ch
French courses exclusively for Chinese people, beginner and advanced, with Chinese and English speaking teacher.
Classes: group (four to 10 people), small group (two to three people) or private
Timetable and cost on request
Daily and intensive classes (twice or three times a week) available in our centre, at home or in your place of work

Forum des Etrangères et Etrangers de Lausanne - FEEL
Espace savoir et intégration
Rue du Grand-Pont 18, 1003 Lausanne. Tel. 021 312 84 40 – Fax 021 312 84 42
formation.feel@bluewin.ch, forum.etrangers@bluewin.ch
Total immersion workshops on French language and citizenship: discussion, basic computer skills, guided tours, reading, DIY, theatre, etc.
The workshops are for a maximum of six to 12 people.
Information and registration: as above, Monday to Friday 8:30 to 12:00 and 14:00 to 17:00
Children welcome

Fondation Mode d'Emploi
Place de la Riponne 3, CP 6944, 1002 Lausanne – Tel. 021 321 00 00
www.mode-d-emploi.ch
Contact: Mme Patricia Hurzeler
Acquisition of basic qualifications and beginner level class
Registration: Office régional de placement (conseiller ORP) (Regional Employment Office), at any time
Cost: financed by unemployment insurance
Group training A3: to prepare and assess 18 to 25 year olds for professional training
Registration: RI (CSR) at any time
Cost: funded from training budget (RI)

Français en Jeu
Place Pépinet 2, 1003 Lausanne
Tel. 021 329 04 49, info@francaisenjeu.ch, www.francaisenjeu.ch
Classes free for non-French speaking adults, levels A0 to B2
Weekly classes in town centre and Bellevaux area
(2 courses), Boveresses, Faverges, Malley (2 courses) and Prélaz
Course 'Apprendre l'école' ('Learn about school') available in the secondary schools of la Barre, Boissonnet, Entre-Bois, Prélaz and la Bourdonnette.
It provides an introduction to French and how the school system works for parents of pupils.
Registration on the premises
Semi-intensive courses (2 x 3 hrs per week) in town centre
Preparatory courses available in town centre for DELF certificate (Diplôme d'Etudes en Langue Française) (French language certificate)
Registration: For all courses except 'Apprendre l'école', Tuesdays 16:00 to 19:00 and Thursdays 10:00 to 12:00
Place Pépinet 2, 1003 Lausanne.
Registration fee: CHF 10
Nursery provided for courses in Faverges and Boveresses

Lire et Ecrire
Pl. Pépinet 2, 1003 Lausanne – Tel. 021 329 04 48 – Fax 021 329 04 77
lausanne@lire-et-ecrire.ch, www.lire-et-ecrire.ch
Contact: Mme Catherine Wick
Refresher course in reading and writing and course for adults with good spoken French but who have difficulty reading and writing
Classes: morning, afternoon and evening, once or twice weekly
Registration: Monday 16:00 to 19:00 and Thursday 11:00 to 14:00
Cost: free for residents of Lausanne, registration fee: CHF 10

Pôle Sud
Rue Jean-Jacques Mercier 3, 1003 Lausanne
Tel. 021 311 50 46 – Fax 021 312 99 45, info@polesud.ch, www.polesud.ch
Contact: Mme Caroline de Sybourg
Registration: 3 times a year at Pôle-Sud, dates available on web site and from Secretary's office (registration in person essential; limited number of places).
Information: Thursday 16:00 to 20:00
Classes: beginners' French A1, elementary A2 and French reading and writing: 3 modules of 200 hrs each (January to April, April to July, September to December), 16 hrs weekly from Monday to Thursday.
Cost: for individual persons CHF 300; for institutions upon request

Réseau de savoir (Knowledge network)
Av. d'Echallens 81, 1004 Lausanne – Tel. and Fax 021 626 54 90
rers@freesurf.ch
Contact: Mme Madeleine Moret
Class: discussion group
Registration: Monday to Wednesday 9:00 to 12:00 and 13.00 to 18:00; Thursday 13:00 to 18:00; Friday 9:00 to 12:00
Cost: free, the only currency in this network is knowledge.

Retravailler-CORREF
Pl. de la Gare 10, 1003 Lausanne – Tel. 021 341 71 11 – Fax 021 320 45 35
administration@corref.ch, www.corref.ch
Contact: Mme Carmen Crisan
Training workshops in written French, mathematics, learning skills, better management of personal finances and documents, and citizenship and integration
Registration: preliminary interview by appointment
Cost: registration fee of CHF 10, courses provided free

Thaïs and Friends
c/o Mme Nisa Dessimoz, Le Pré-Vuillemin 18, 1400 Cheseaux-Noréaz
Tel. 024 420 32 30
nisa@dessimoz.org, www.thaisandfriends.populus.ch
Class: Beginner
Location: at the FEEL, Grand-Pont 18, 1003 Lausanne
Timetable: Tuesday 13:30 to 15:30 and 15:30 to 17:30; Wednesday 15:30 to 17:30
Registration: contact Mme Dessimoz
Cost: CHF 2.50 per hour
The unique feature of this course is that the teachers come originally from Thailand and hold diplomas from Swiss universities in modern French.

Université Populaire
Escaliers du Marché 2, CP 1002 Lausanne
Tel. 021 315 24 24 – Fax 021 315 24 20
Contact: Mme Françoise Baudat, President
Classes: all levels
Registration: August or during the year depending on availability and level. Information from Secretary's office, Monday to Friday 9:00 to 11:00 and 14:00 to 16:00
Cost: from CHF 710 to 850 (payment in three monthly instalments may be arranged with the Secretary's office)

2. COURSES IN PRIVATE SCHOOLS

French courses are also available in private schools, some of whose web sites are given below:

www.avdep.ch
www.inlingua-lausanne.com
www.alphalif.ch
www.institutrichelieu.com
www.berlitz.ch
www.lemania.ch
www.bosquet.ch
www.languagelinks.ch
www.supercomm.ch
www.ecole-club.ch
www.wessex.ch

3. STANDARD OF FRENCH CERTIFICATE

In some instances (e.g., obtaining an early C permit), providing proof of your standard of French is helpful. We recommend the widely recognized DELF certificate (Diplôme d'Etudes en Langue Française) (French Language Diploma). The examination centre is in Geneva, but examinations are also held in Lausanne.
Cost: between CHF 200 to 350.

DELF DALF
Centre d'examens Lac Léman
c/o ifage - Fondation pour la formation des adultes
Place des Augustins 19, 1205 Genève
Tel. 022 807 30 53
www.delfdalf.ch

4. FOREIGN LANGUAGE AND CULTURE COURSES

Courses in foreign languages and cultures are organized in the Canton by different immigrant associations and embassies. You should contact the focal point for your area (see page 7) for information on foreign cultural activities.

INTERPRETATION

The **Intermedia Service of the Appartenances Association** provides interpreters in over 50 languages.
Tel. 021 341 12 47 (Monday 14:00 to 16:00; Tuesday to Thursday 10:00 to 12:00)
intermedia@appartenances.ch;
www.appartenances.ch/Intermedia.html

SOCIAL INSURANCE

In Switzerland, there are two types of social security:

- the **AVS/AI**, which provides basic insurance to anyone living in Switzerland
- **occupational insurance**, which is compulsory for anyone earning an annual salary in Switzerland.

Both AVS/AI and occupational insurance are compulsory and provide protection in old age (old age pension), in case of disability (disability pension) and for dependents whose principal source of support (spouse or parent) has died (survivors' pension).

The AVS/AI is managed by compensation funds. Occupational pensions are managed by pension companies (e.g. pension funds).

Information on insurance and the booklet, 'Swiss social insurance system: sojourn in Switzerland and departure' are available on the web site of the Federal Social Insurance Office; www.ofas.admin.ch

Anyone experiencing insurance related problems should seek advice from the Swiss Association of Insurance Users (ASSUAS), which provides expert legal advice and support.

ASSUAS-Vaud
Rue St-Martin 22, 1003 Lausanne
Tel. 021 653 35 94
assuas@assuas-vd.ch, www.assuas-vd.ch

The Association holds consultations on Wednesdays between 18:00 and 20:00. To make an appointment, telephone the office on Monday between 8:00 and 11:00.

HEALTH

Health information is provided on the web site www.migesplus.ch. Booklets in different languages (25 in total) are also available on the web site, usually free of charge.

1. HEALTH INSURANCE

Health insurance ensures that anyone living in Switzerland, has access to adequate care in case of illness or accident.

It is compulsory for anyone living in Switzerland to take out basic insurance within three months of arrival. They may choose their health insurance provider, who must then accept them immediately and unconditionally regardless of their age and state of health. Premiums vary according to area, age of policy holder and company.

Savings of several hundred francs a year can be made depending on the insurance company and type of cover chosen, for example, by voluntarily limiting the choice of doctor and/or hospital, or increasing the excess.

The web site www.comparis.ch and that of the Federal Public Health Office www.bag.admin.ch/themen/krankenversicherung/index.html provide online price comparisons.

2. ACCIDENT INSURANCE

Accident insurance is compulsory in Switzerland. It covers the financial consequences of work-related accidents, non-work-related accidents and work-related illness.

Wage earners are usually insured by their employers. Where this does not apply, they must take out appropriate additional insurance with their health insurance provider.

3. FINDING A DOCTOR

Consult the telephone directory under 'médecins' ('doctors') or contact:

Société vaudoise de medicine (Vaud Medical Society)
Ch. de Mornex 38, case postale 7443, 1002 Lausanne
Tel. 021 651 05 05 – Fax 021 651 05 00
info@svmed.ch

The Société vaudoise de medicine can also provide the names and addresses of doctors who speak different languages.

Important numbers ..... with 24/24 answering services

Doctor on call (for adults and children) 0848 133 133
Emergency 144
Poisoning 145

4. PREGNANCY AND HAVING A BABY

Before childbirth

For advice about pregnancy and having a baby, contact either an independent midwife or the Profa Foundation:

Les sages-femmes indépendantes (Independent midwives)
Tel. 079 477 17 17, 8:00 to 20:00
www.sage-femme.ch
Costs are covered by your health insurance.

The Profa Foundation
www.profa.ch

The Profa Foundation in each region:

ZONE 1

Yverdon-les-Bains
Rue des Pêcheurs 8A, 1401 Yverdon-les-Bains
Tel. 024 424 41 26 (midwife at hospital)
Tel. 024 424 44 44 (maternity wing)

Région Cossonay, Orbe, Vallorbe, la Vallée
Travelling clinic, Equipe Cigogne
Tel. 021 866 06 53
Tel. 079 777 82 18

Région Nord/ Broye
Payerne
Rue de Lausanne 9, 1530 Payerne
Tel. 026 662 19 19 (midwife maternity wing at Hôpital de la Broye)

ZONE 2

Morges-Aubonne
Espace prévention
Pl. du Casino 1, 1110 Morges
Tel. 021 804 66 44

Nyon
Les Hauts-de-St-Jean, Bâtiment A1
Rue des Marchandises 17, 1260 Nyon
Tel. 079 236 18 83 (midwife at hospital)

ZONE 3

Renens
Rue de la Source 5, 1020 Renens
Tel. 021 637 27 71

ZONE 4

Aigle
Ch. du Grand-Chêne 1860 Aigle
Tel. 024 468 83 04 (midwife at hospital)

Vevey
Av. du Général Guisan 30, 1800 Vevey
Tel. 021 925 80 61 or 079 815 28 47

ZONE 5

Lausanne
Av. Rumine 2 (3rd floor), 1003 Lausanne
Tel. 021 323 19 02

Antenatal classes with community interpreting service
Association PAN-MILAR

Visit the web site in 14 languages www.pan-milar.ch

Contacts and information: 077 410 20 24

Renens: aux Quatre Coins, Censuy 5, 1020 Renens
Classes in Albanian, Chinese, Portuguese, Spanish and Turkish 024 441 27 37

Lausanne centre ville: Centre Femmes, Terreaux 10, 1004 Lausanne
Classes in Amharic, Arabic, Italian, Japanese, Polish, Thai, Tigrinya, Vietnamese and for French- and English-speaking African women 077 410 20 24

Lausanne CHUV, Maternité: Rue Pierre Decker 2, 1011 Lausanne
Classes in Bosnian, Croatian, Serb, Somali, Tamil and for English- speaking Asian women 079 776 92 03

Interpretation possible for other languages: contact PAN-MILAR
From 2010, classes will also be held in east and north Vaud, for information, contact PAN-MILAR

After childbirth

For guidance and help after the birth of a child, contact an independent midwife or the 'Espace prévention', which provides counselling on childcare and arranges home visits:

Les sages-femmes indépendantes (Independent midwives)
Tel. 079 477 17 17, 8:00 to 20:00
www.sage-femme.ch
Costs covered by your health insurance

Espaces prévention
www.espace-prevention.ch

Espaces prévention in each region:

ZONE 1

Yverdon-les-Bains
Rue du Pré 2, 1400 Yverdon-les-Bains
Tel. 024 424 94 20

ZONE 2

Morges
Place du Casino 1, 1110 Morges
Tel. 021 804 66 44

Nyon
17, Rue des Marchandises, 1260 Nyon
Tel. 022 365 77 50

ZONE 4

Aigle
Av. Glariers 20, Case postale 140, 1860 Aigle
Tel. 0844 55 55 00

Vevey
Ch. Verger 1, 1800 Vevey
Tel. 0844 55 55 00

ZONE 5

Lausanne
Pré du Marché 23, 1004 Lausanne
Tel. 021 644 04 24

5. FAMILY PLANNING

For a consultation and advice on sex issues, contraception, pregnancy termination and HIV tests, contact the family planning section of the Profa Fondation: www.profa.ch/Prestations/Prest_PF.htm

ZONE 1

Yverdon-les-Bains
Rue des Pêcheurs 8A, CP 324, 1401 Yverdon-les-Bains
Tel. 024 423 69 60

Payerne
Rue de Lausanne 9, 1530 Payerne
Tel. 026 662 14 14

ZONE 2

Morges-Aubonne
Espace prévention
Place du Casino 1, 1110 Morges
Tel. 021 804 66 44 – mobile 079 236 29 06

Nyon
Les Hauts-de-St-Jean, Bâtiment A1,
Rue des Marchandises 17, 1260 Nyon
Tel. 022 365 77 44

ZONE 3

Renens
Rue de la Source 5, 1020 Renens
Tel. 021 637 27 70

ZONE 4

Aigle
Chemin du Grand-Chêne 1, 1860 Aigle
Tel. 024 468 86 08

Vevey
Av. du Général Guisan 30, 1800 Vevey
Tel. 021 925 80 60

ZONE 5

Lausanne
Avenue Georgette 1, 1003 Lausanne
Tel. 021 312 25 93

6. HELP AND CARE IN THE HOME

If you need medical care and help at home, the Centre Médico-Social (CMS) (Medico-Social Centre) provides nursing, home meal deliveries and help with your family. For more information contact:

Organisme médico-social vaudois (OMSV)
(Vaud Medico-social Organization)
Av. de Chavannes 37, 1014 Lausanne
Tel. 021 623 36 36
www.aide-soins-domicile-vaud.ch/

7. DOMESTIC VIOLENCE

Domestic violence takes different forms: psychological, physical, sexual and financial.

If you are a victim of domestic violence and need help and advice, contact one of the following centres:

Centre d'accueil MalleyPrairie, 24/7 listening service and refuge
Ch. de la Prairie 34, 1007 Lausanne, Tel. 021 620 76 76
info@malleyprairie.ch – www.malleyprairie.ch

The MalleyPrairie shelter offers help to both Swiss and foreign women living in Vaud
- 24/7 emergency accommodation in Lausanne; children welcome
- drop-in centres in Lausanne, Bex, Montreux and Yverdon-les-Bains
- counselling for couples
- 24/7 domestic violence helpline
- all services provided free except accommodation, which is subject to ability to pay.

LAVI Counselling Centre, Profa Foundation
Rue du Grand-Pont 2bis, 1003 Lausanne, Tel. 021 320 32 00
www.profa.ch/Prest_LAVI.htm

The LAVI Counselling Centre offers help to Swiss nationals and immigrants, including those without a valid residence permit (interpretation available)
- Listening service, advice and support
- Financial support (emergency accommodation, initial consultations with lawyers and/or psychologists, changing locks, etc.)
- Support in legal and/or administrative procedures where a crime has been committed (insurance claims, etc.)
- Information on legal proceedings and victims' rights
- Where legal proceedings ensue, accompanying the victim in dealings with the police and the courts
- Advice on specialist services
- Confidentiality guaranteed and anonymity where necessary
- Services provided free

For more information: www.violencequefaire.ch, web site available in different languages.

CHILDREN

1. DAY CARE AND NURSERIES

For children who need to be looked after during the day, there are nurseries and private child-care providers.

Contact the municipality where you live for details or visit the web site www.vd.ch/fr/themes/formation/avant-lecole

EDUCATION AND TRAINING

1. COMPULSORY EDUCATION

Compulsory education in Switzerland begins at six and lasts for nine years. All children in the Canton of Vaud are entitled to compulsory education. During the preceding two years, it is strongly advised that children should attend a kindergarten, although it is not compulsory for them to do so.

Children of kindergarten or primary school age who do not speak French are placed in an ordinary class. The child's ability to fit into a class of children in his or her age group is assessed during an initial interview and in consultation with the parents. An intensive French language course may be provided to assist the child to integrate better.

At secondary level, the academic gap between non-French speaking students and their classmates who have been educated in the Canton can be significant. Following an interview, and with the parents' consent, pupils will either join a reception class or be placed in a special class with a limited number of students.

For more information on compulsory education:

Direction générale de l'enseignement obligatoire
(Directorate General for Compulsory Education)
Rue de la Barre 8, 1014 Lausanne
Tel. 021 316 32 32
info.dgeo@vd.ch
www.vd.ch/fr/themes/formation/scolarite-obligatoire

At the end of compulsory education, students may opt for either higher education or vocational training (see following section 'Professional training').

2. PROFESSIONAL TRAINING

For information and advice on choosing a career, contact the Office d'orientation professionnelle (Career Advice Office) in your region:
www.vd.ch/orientation
Helpline 021 557 88 99, Monday to Thursday 13:30 to 17:00

ZONE 1

Centre régional d'orientation scolaire et professionnelle – Nord
Rue de Neuchâtel 18, 1400 Yverdon-les-Bains
Tel. 024 557 73 30 – Fax 024 557 73 39

ZONE 2

Centre régional d'orientation scolaire et professionnelle – Ouest
Chemin des Vignes 1, 1260 Nyon
Tel. 022 994 01 81 – Fax 022 994 77 39

Centre régional d'orientation scolaire et professionnelle – Venoge
Rue Docteur-Yersin 9, 1110 Morges
Tel. 021 557 92 30 – Fax 021 557 92 32

ZONE 4

Centre régional d'orientation scolaire et professionnelle – Est
Rue du Conseil 8, 1800 Vevey
Tel. 021 925 53 70 – Fax 021 925 53 65

ZONE 5

Centre régional d'orientation scolaire et professionnelle Lausanne
Rue de la Borde 3d, 1014 Lausanne
Tel. 021 316 11 20 – Fax 021 316 11 36

For more information on higher education, professional training, grants, holidays, etc., visit the web site:
www.vd.ch/fr/themes, under 'formation' ('training').

The booklet, 'What happens after school – An apprenticeship or an academic education? Information for parents', contains useful information on training opportunities after completion of compulsory education.
Available in 15 languages.
Price: CHF 8
to order: www.shop.csfo.ch; Tel. 0848 999 002

3. RECOGNITION OF DIPLOMAS

Questions about recognition of non-university diplomas should be addressed to the Office fédéral de la formation professionnelle et de la technologie (Federal Office for Professional Education and Technology)

Office fédéral de la formation professionnelle
et de la technologie (OFFT)
Prescriptions de formation
Effingerstrasse 27, 3003 Berne
Tel. 031 322 21 29 – Fax 031 323 75 74
www.bbt.admin.ch/themen/hoehere/00169
(web site in French, German, Italian and English)

Questions about recognition of university diplomas should be addressed to:

Conférence des Recteurs des Universités Suisses CRUS
Swiss ENIC
Sennweg 2, 3012 Berne
Case postale 607, 3000 Berne 9
Tel. 031 306 60 41 / 42 – Fax 031 306 60 20
www.crus.ch (web site in French, German, Italian and English)

EMPLOYMENT

Employment opportunities are published in newspapers and on the internet, or contact a private employment agency.

For further information and web sites visit:
www.vd.ch/fr/themes/formation/orientation/liens, under 'l'emploi sur internet' ('employment on the internet').

Those who are registered as unemployed should contact the Office Regional de Placement (ORP) (Regional Employment Office) in their area for help finding work.

ZONE 1

Echallens
Ch. du Grand-Record 7, 1040 Echallens
Tel. 021 557 18 90 – Fax 021 557 18 95
orp.echallens@vd.ch

Payerne
Rue d'Yverdon 21, 1530 Payerne
Tel. 026 557 31 30 – Fax 026 557 31 35
orp.payerne@vd.ch

Yverdon-les-Bains
Rue des Pêcheurs 8A, 1400 Yverdon-les-Bains
Tel. 024 557 69 00 – Fax 024 557 69 05
orp.yverdon@vd.ch

ZONE 2

Morges
La Gottaz 30, CP 2056, 1110 Morges 2
Tel. 021 557 92 00 – Fax 021 557 92 05
orp.morges@vd.ch

Nyon
Chemin des Plantaz 36, 1260 Nyon
Tel. 022 557 53 60 – Fax 022 557 53 65
orp.nyon@vd.ch

ZONE 3

Ouest lausannois
CP 203, 1020 Renens
Tel. 021 557 04 50 – Fax 021 557 04 55
orp.orpol@vd.ch

ZONE 4

Aigle
Rue de la Gare 6, CP 187, 1860 Aigle
Tel. 024 557 77 40 – Fax 024 447 77 45
orp.aigle@vd.ch

Pully
Av. de Lavaux 101, CP 240, 1009 Pully
Tel. 021 557 19 10 – Fax 021 557 19 15
orp.pully@vd.ch

Riviera
Rue des Bosquets 33, 1800 Vevey
Tel. 021 557 15 00 – Fax 021 557 15 05
orp.riviera@vd.ch

ZONE 5

Lausanne
Pl. Chauderon 9, CP 5032, 1002 Lausanne
Tel. 021 315 78 99 – Fax 021 315 70 30
orp@lausanne.ch

HOUSING

1. FINDING ACCOMMODATION

In Switzerland, most people rent accommodation from a private landlord or real estate agent.

On finding a suitable place, prospective tenants are required to fill in a form and, in most cases, provide proof of their place of residence (obtainable from the commune where they live). They must also supply an attestation from the Office des poursuites (to affirm their creditworthiness) as proof of their ability to pay the rent.

Generally, the tenant and owner then sign a contract. Before signing, however, prospective tenants should ensure they understand the terms of the contract and should ask for clarification of any points that are not clear.

Where a dispute arises between the tenant and the landlord or real estate agent, the former may seek advice from the Association Suisse des locataires (ASLOCA) (Swiss Tenants' Association).

ASLOCA offices by region:

ZONE 1

Broye
Avenue de la gare 9
Case postale 16, 1522 Lucens
Tel. 021 906 60 45

Yverdon-les-Bains
Rue des Pêcheurs 8
Case postale 92, 1401 Yverdon-les-Bains
Tel. 024 426 10 66

ZONE 2

Morges
Rue de la Gare 3
Case postale 24, 1110 Morges 1
Tel. 021 617 10 07

Nyon
Ch. des Plantaz 13a, 1260 Nyon
Tel. 022 361 32 42

ZONE 3

Ouest lausannois
Rue de Lausanne 31b, 1020 Renens
Tel. 021 617 10 07

ZONE 4

Montreux – Est vaudois
Case postale 1024, 1820 Montreux
Tel. 021 962 78 66

Vevey – La Tour-de-Peilz
Case postale 38, 1800 Vevey
Tel. 021 922 79 62

ZONE 5

Lausanne
Rue Jean-Jacques Cart 8
Case postale 56, 1006 Lausanne
Tel. 021 617 10 07

For more information, visit the web site www.vd.ch/integration, under 'Vivre dans le canton de Vaud – informations pratiques' ('Living in Vaud – practical information')

The booklet 'Living in Switzerland: all the information you need when renting a flat' is available in 11 languages and can be ordered and downloaded on the web site www.bwo.admin.ch

2. SORTING WASTE

In Switzerland it is customary to sort waste such as glass, paper, organic matter, batteries, electrical household appliances, metal and plastic containers bearing the PET symbol, etc. Many communes provide a waste disposal site in addition to regular doorstep collections.

For more information, contact your commune or consult the 'Guide des déchets' ('Guide to waste disposal') on www.vd.ch

FINANCIAL MATTERS

1. TAXES

Infrastructure and traffic, education and training, health and social security, culture and sport, the army and police, are all paid for by the Confederation, Cantons and communes out of income and private wealth taxes, corporation tax and Value Added Tax (VAT).

Tax declaration
Anyone living or who has a source of income in the Canton of Vaud must fill in an annual tax return. The main taxes payable by private individuals are income tax and private wealth tax. They are paid monthly and are calculated either on the basis of the previous year's figure or an estimate.

Foreign workers, resident in or visiting Switzerland, have tax deducted directly from their wages by their employer.

People with B permits who earn more than CHF 120,000 and those with C permits fill in a standard tax return.

Any questions should be addressed to:

Administration cantonale des impôts (ACI)
(Cantonal Tax Administration)
Tel. 021 316 00 00
info.aci@vd.ch – www.vd.ch/impots

or your local tax office (details available on the web site **www.vd.ch/impots**)

2. OPENING A BANK OR POST OFFICE ACCOUNT

Most people living in Switzerland deposit their money in a bank or post office, so as to earn interest on it, request loans if needed, receive their salary and pay bills.

In principle any adult may open a bank account in Switzerland. To do so, they must produce an official document establishing their identity, such as a valid passport or an equivalent identity document bearing their photograph.

3. SENDING MONEY ABROAD

Many immigrants living in Switzerland transfer a part of their income to parents or acquaintances in their countries of origin.

The booklet, 'Les transferts d'argent à l'étranger' ('Transferring money abroad'), available in several different languages, has been prepared for their benefit and provides a useful guide to the different ways of transferring money. It can be ordered free of charge at the following address:
info@seco-cooperation.ch.
It can also be downloaded on the web site **www.seco.admin.ch**

4. DEBT

A growing number of people in Switzerland of all ages and from widely differing social backgrounds are increasingly finding themselves in debt. They should seek help immediately from a debt counselling centre:

Caritas Vaud
Rue César-Roux 8, 1005 Lausanne
Tel. 021 320 34 61
www.caritas-vaud.ch
info@caritas-vaud.ch

Centre Social Protestant Vaud
Rue Beau-Séjour 28, 1003 Lausanne
Tel. 021 560 60 60
www.csp.ch

UnaFin
1. Av. JJ. Mercier, CP 5032, 1002 Lausanne
Helpline Wednesday and Friday 8:00-11.30
Tel. 021 315 77 54
unafin@lausanne.ch

For more information visit www.dettes.ch

ADMNISTRATIVE FORMALITIES

1. DRIVER'S LICENCE

Anyone already possessing a foreign driver's licence residing in Switzerland has 12 months from the date of their arrival to obtain a Swiss driver's licence.

Questions should be addressed to:

Service des automobiles
et de la navigation (Car and navigation service)
Avenue du Grey 11, 1014 Lausanne
Tel. 021 316 82 10
www.san.vd.ch

2. CHANGE IN STATUS

To avoid any future administrative difficulties with your country of origin, you should notify the consulate or embassy of your country of origin of any change in your status: change of address, births, marriage, death, etc. The same applies to people of dual nationality.

CITIZENSHIP

1. VOTING RIGHTS AND ELIGIBILITY

Foreigners over the age of 18 who have held a Swiss residence permit for at least 10 years and who have lived in the Canton for the last three years or more can vote in communal elections, stand for election to, and serve on, city councils and municipalities, and sign communal initiatives and referendums.

Once a foreigner has fulfilled the requirements laid down under the Constitution and the law, his or her name is entered in the electoral register of the commune in which they reside, after which they will automatically receive the relevant ballot papers and information.

2. BECOMING A SWISS NATIONAL

To become a Swiss national, you must fulfil certain conditions:

Who can apply?
Anyone over the age of 11
Entire families (both parents and children under 18)
One parent and children under 18

Conditions laid down under cantonal law
Residence:
- In Switzerland: 12 years of residency in Switzerland of which three out of the last five immediately preceding the application must have been spent in Switzerland
  - between the ages of 10 and 20, the years of residency count double;
  - when a request is made by a married couple, only one of whom is eligible, the required residency period for the other may be reduced to five years provided the couple have been married and living together for over three years;
- In the Canton of Vaud: three years preceding the request.
- In the commune of residency: between one and three years depending on the commune.

In Vaud, it is possible to file an application in a commune other than the one in which you reside provided you have previously lived there for more than two years.
It is compulsory to reside in Switzerland during the whole procedure.

Other conditions
- must possess a residence permit (B and C permit; F permit if there is no decision of expulsion)
- must be ready to undertake certain civic duties: payment of taxes (if eligible) and performance of military and/or community service;
- must abide by Swiss law: no police record;
- must have a sound moral and financial reputation;
- must not pose a threat to Swiss internal and external security;
- must be well integrated into the community (both Swiss and Vaudois), in particular through knowledge of French and integration in professional and social life;
- must demonstrate loyalty to Switzerland and its institutions;

A facilitated naturalization is available to foreigners born in Switzerland, second generation 14 to 24 year olds who have received most of their compulsory education in Switzerland, foreign spouses of Swiss nationals and children with one Swiss parent may be able to accelerate their naturalization. It is mainly an administrative procedure which should be referred to the Commune of residency.

For further information on naturalization, contact the commune where you live or the Population Service:

Service de la Population
Secteur Naturalisations (Naturalization Section)
Rue de Langallerie 11 (3rd floor), 1014 Lausanne
Tel. 021 316 45 91
info.naturalisation@vd.ch

www.vd.ch/fr/themes/vie-privee/etrangers/naturalisation

LIBRARIES

Globlivres
Bibliothèque interculturelle
Rue Neuve 2 bis, 1020 Renens
Tel. 021 635 02 36
info@globlivres.ch, www.globlivres.ch

The first intercultural library in Switzerland, Globlivres, was established in 1988 by a group of people from different countries of origin and teachers in order to offer people living in the region a selection of books in different languages. The library contains over 27,000 titles in 272 languages. Anyone may use the library, which also has a stock of aids to learning French. It hosts social evenings and discussions, which provide an opportunity for people to improve their French conversation techniques.

Bibliothèque cantonale et universitaire (BCU) (University and cantonal library)

The BCU, particularly the Riponne site, has many foreign language books, a wide collection of bilingual texts and numerous aids for teaching yourself French, both manuals and on CD-ROM.

Guided visits in foreign languages enable visitors who do not speak French to familiarize themselves with its collections.
Anyone with an F or N permit may enrol with the BCU.

Bibliothèque cantonale et universitaire (BCU/R)
Place de la Riponne 6, 1014 Lausanne
Tel. 021 316 78 63
info-riponne@bcu.unil.ch, www.unil.ch/bcu/

Municipal Library

There are many municipal libraries throughout the Canton which you can join in order to borrow books. Many of them offer aids for learning French and foreign language books on loan from Globlivres.
Inquire in the commune where you live.

EMERGENCY TELEPHONE NUMBERS

Police	117
Fire	118
Domestic violence	021 620 76 76
La main tendue (help and moral support)	143
Ambulance	144
Poisoning	145
Directory enquiries	1811 or 1818 or 1850

NOTES

design and illustrations: www.lateleierdeaude.ch

Bureau cantonal pour l'intégration des étrangers et la prévention du racisme (BCI)
Av. de Beaulieu 19, 1014 Lausanne
Tel. 021 316 49 59 – Fax 021 316 99 83
info.integration@vd.ch – www.vd.ch/integration

This brochure is available in Albanian, Bosnian/Serb/Croatian, English, French, German, Italian, Portuguese, Spanish, Tamil, Tigrinya and Turkish.

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